



**METROPOLITAN
TRANSPORTATION
COMMISSION**

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ADMINISTRATION COMMITTEE

June 10, 2009
MINUTES

Scott Haggerty, Chair
Alameda County

Adrienne J. Tissier, Vice Chair
San Mateo County

Tom Azumbrado
U.S. Department of Housing
and Urban Development

Tom Bates
Cities of Alameda County

Dean J. Chu
Cities of Santa Clara County

Dave Cortese
Association of Bay Area Governments

Chris Daly
City and County of San Francisco

Bill Dodd
Napa County and Cities

Dorene M. Giacomini
U.S. Department of Transportation

Federal D. Glover
Contra Costa County

Anne W. Halsted
San Francisco Bay Conservation
and Development Commission

Steve Kinsey
Marin County and Cities

Sue Lempert
Cities of San Mateo County

Jake Mackenzie
Sonoma County and Cities

Jon Rubin
San Francisco Mayor's Appointee

Bijan Sartipi
State Business, Transportation
and Housing Agency

James P. Spering
Solano County and Cities

Amy Worth
Cities of Contra Costa County

Ken Yeager
Santa Clara County

Steve Heminger
Executive Director

Ann Flemer
Deputy Executive Director, Operations

Andrew B. Fremier
Deputy Executive Director,
Bay Area Toll Authority

Therese W. McMillan
Deputy Executive Director, Policy

Attendance

Chair Bates called the meeting to order at approximately 10:11 a.m. Committee members present were: Commissioners Cortese, Daly, Dodd, Glover, Kinsey and Sartipi. Other commissioners present were: Chu, Giacomini, Haggerty, Halsted, Lempert, Rubin, Tissier, and Worth.

Closed Session:

The Committee met in closed session pursuant to Government Code Section 54956.9(a) to confer with counsel regarding the following litigation: Darensberg et al. v. MTC, U.S. District Court, Northern District, Case No. C-05-01597 (EDL) and Sherman Lewis, et al. v. MTC, et al., Alameda Superior Court, Case No. RG-09-438262.

Reconvene in Open Session:

The Committee returned to open session at approximately 10:35 a.m. No action was taken in closed session.

CONSENT

Minutes

The Committee received and approved as written the meeting minutes of May 13, 2009.

Contract Amendment – Janitorial Services: Accent Service Company, Inc. (\$127,753)

The Committee authorized the Executive Director or his designee to execute a contract amendment to provide janitorial services in FY 2009-10, with an option to renew for one additional one-year period, and that the Chief Financial Officer is authorized to set aside funds up to \$127,753 for such contract amendment, subject to adoption of the FY 2009-10 Operating Budget.

Contract Amendment – High School Internship, Agency Support: Paradigm Staffing Solutions (\$100,000)

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with Paradigm Staffing Solutions to assist in the temporary hiring of high school students selected to participate in MTC's Summer Internship Program for summer sessions beginning July 1, 2009 through June 30, 2010, and the Chief Financial Officer is authorized to set aside funds in the amount of \$100,000 for the contract amendment in FY 2009-10, subject to Commission adoption of the FY 2009-10 Agency Budget.

Contract Amendment – Regional Geographic Information System GIS Basemap: Tele Atlas North America (TANA) (\$150,000)

The Committee authorized the Executive Director or his designee to negotiate and enter into a sole source contract amendment with Tele Atlas North America Inc. for the Regional Geographic Information Systems (GIS) Base Map license for an additional three years, and the Chief Financial Officer is directed to set aside funds up to \$150,000 for such contract.

Contract Amendment – Project-based Temporary Staffing Services – Mainz Brady, Modis, International Program Services, Local Government Services

The Committee authorized the Executive Director or his designee to issue purchase orders to provide project based staffing services to the following (in the amounts listed):

Mainz Brady (\$187,200)
Modis (\$197,600)
International Program Services (\$556,400)
Local Government Services (\$1,810,500)

Additionally, the Committee directed the Chief Financial Officer to set aside the listed amounts in FY2009-10 funds for such purchase orders, subject to adoption of the FY 2009-10 Agency Budget.

Contract Amendment – Transportation 2035 Plan Public Participation: Pacific Municipal Consultants (PMC) (\$50,000)

The Committee authorized the Executive Director or his designee to negotiate and enter into a sole source contract amendment with PMC for additional public participation services related to implementation of the Transportation 2035 Plan and the Chief Financial Officer is directed to set aside funds up to \$50,000 for such sole source contract amendment.

MONTHLY FINANCIAL STATEMENTS

The Committee received the following monthly financial reports for the month of April: Operating Income through April 2009; Report of Operating Expenditures for FY 2008-09 through April 2009; Report of Capital Projects for FY 2008-09 through April 2009; FY 2008-09 Contract Services Disbursement Report for April 2009. For the month of April 2009, the monthly financial report listed eleven (11) purchase orders executed by the Executive Director between \$2,500 and \$55,000.

The Committee also received a comparison of the budget and actual revenue and expenditures through April 2009.

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Administration Committee Meeting Minutes

Investment Report

The Committee received the Investment Reports for the month of April 2009.

Contract Amendment – Litigation Special Counsel: Hanson Bridgett, LLP

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with Hanson Bridgett LLP, MTC's Special Litigation Counsel, and the Chief Financial Officer is directed to set aside funds for such contract amendment.

Interagency Funding Agreements for FY 2009-10

MTC/ABAG: The Committee authorized the Executive Director or his designee to negotiate and enter into a funding agreement with the Association of Bay Area Governments to perform comprehensive planning and technical activities in FY 2009-10, and the Chief Financial Officer is authorized to set aside funds from the FY 2009-10 Agency Budget for this purpose in the amount of \$2,603,799, subject to the approval of the proposed FY 2009-10 agency budget.

FY 2009-10 Funding Agreement Amendment – Station Area Planning and Waterfront Planning Support: Bay Conservation and Development Commission (BCDC)

The Committee authorized the Executive Director or his designee to extend the existing funding agreement with BCDC not to exceed an additional \$270,000 for one year for technical assistance in developing water-oriented transit development and shoreline development strategies and supporting regional committees, and the Chief Financial Officer is directed to set aside funds for such funding agreement amendment, subject to approving its FY 2009-10 agency budget.

Proposed MTC Agency Budget FY 2009-10, Resolution No. 3907

The Committee received and recommended referral of the proposed MTC Agency Budget for FY 2009-10 to the Commission for approval.

OTHER BUSINESS/PUBLIC COMMENT/ADJOURNMENT/NEXT MEETING

Committee Chair Tom Bates called for public comment. Mr. Jerry Grace stated his concerns regarding the economy and the loss of jobs in the transportation industry.

There being no further business or public comment, the meeting was adjourned at approximately 11:04 a.m. The next committee meeting date will be on July 8, 2009 in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, CA.